

CITY OF CORVALLIS
COUNCIL POLICY MANUAL

POLICY AREA 9 - RIGHT-OF-WAY MATTERS

CP 08-9.07 **Traffic Calming Program**

Adopted January 22, 2008

Revised October 17, 2011

9.07.010 **Purpose**

The purpose of the Corvallis traffic calming program is twofold; reduce speeds on neighborhood streets, and reduce cut-through traffic on adjacent local neighborhood streets.

9.07.020 **Program Objectives**

The following objectives have been developed for the Corvallis Neighborhood Traffic Calming Program to help ensure that City resources are used appropriately, that there is true neighborhood support for the program, and that neighborhood traffic issues are effectively addressed.

- a. Improve neighborhood livability by mitigating the negative impacts of vehicular traffic and excessive speeds in residential neighborhoods.
- b. Encourage broad citizen involvement in all phases of traffic management activities.
- c. Forge partnerships and empower neighborhoods to work together and solve issues within the context of a City-wide transportation system.
- d. Make efficient use of City resources by assessing and prioritizing traffic calming proposals.
- e. Handle through-traffic on arterial and collector streets as designated in the Corvallis Transportation Plan.
- f. Minimize the potential to re-reroute traffic from one local street to another as a result of a traffic-calming proposal.
- g. Do not compromise reasonable emergency vehicle access.
- h. Encourage and enhance pedestrian, bicycle, and public transit opportunities and access to neighborhood destinations.
- i. Allow traffic calming on residential streets with local street or neighborhood collector street designations as identified in the Corvallis Transportation Plan.
- j. Continue to employ and emphasize public education and traffic enforcement programs.
- k. Periodically assess the effectiveness of traffic calming initiatives.
- l. Establish program guidelines and procedures for consistent application and project evaluation.
- m. Design traffic calming solutions to maintain consistency with Transportation Plan objectives.

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9.07.030 Program Costs

City staff will facilitate neighborhood traffic calming discussions and provide information and design expertise at no cost to the neighborhood. Traffic calming devices will be funded by neighborhoods and/or by a developer as the result of development-related decisions.

9.07.040 Program Guidelines and Procedures

The following guidelines and procedures apply to the Corvallis Neighborhood Traffic Calming Program (NTCP) and are intended to ensure consistent evaluation and decision-making regarding neighborhood proposals and project implementation.

NTCP proposals can be requested by individual citizens or by neighborhood associations at any time. Arterial and collector streets, as designated in the Transportation System Plan, and streets that are transit routes are not eligible for traffic calming.

Step 1 - Preliminary Actions

The first step in attempting to mitigate the negative effects of traffic is to contact the Corvallis Police Department (CPD) regarding the use of a speed reader board, neighborhood speed watch and directed traffic enforcement on the affected street(s). If these measures do not resolve the neighborhood's concerns, the process may continue to Step 2.

Step 2 - Petition-To-Study

A petition-to-study is circulated within a defined neighborhood project area, established by City staff, generally defined as those households fronting the project street. Staff will prepare a petition that describes the neighborhood traffic issue, the need for neighborhood agreement, the neighborhood funding requirement, and subsequent NTCP steps. The project requestor is responsible for circulating the petition for neighborhood consideration.

Signatures representing a majority of the households or business operators within the petition-to-study area are required to move the project to Step 3. Each single- or multi-family unit, vacant lot, and business is entitled to one signature. Signature by the property owner or tenant is acceptable.

Step 3 - Neighborhood Meeting

A neighborhood meeting will be scheduled by the neighborhood to inform residents to describe the NTCP process, and to gather additional information about the traffic issues. City staff will attend this meeting to provide program information and technical assistance.

Step 4 - Evaluation and Documentation of Existing Conditions

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City staff will assist the neighborhood to assess traffic conditions including measurement of the 85th percentile speed and average daily traffic volume on the project street(s). To move to Step 5, 85th percentile speeds must exceed the posted speed limit by at least 5 MPH and traffic volume must exceed 300 vehicles per day for local streets or 1,200 vehicles per day for a neighborhood collector street. Exceptions to this requirement may be granted by the Public Works Director in special cases, including school zone speed/volume issues; sight distance issues; significant impacts from new development and unreasonably high traffic speeds.

Step 5 - Project Development

A Neighborhood Traffic Committee (NTC) is formed to work with City staff in developing a traffic calming mitigation plan, cost estimate, and project funding plan. City staff will assist the NTC with development of traffic calming proposals. Input from emergency service providers will be sought at this time. The NTC will develop baseline 85th percentile traffic speeds and volumes in the project area. The project area will typically be larger than the petition-to-study area and include all properties located on the project street and adjacent streets within approximately one block of the project street. The NTC may use equipment provided by City Public Works or Police Departments to gather this data. The speed and volume data gathered by the NTC must be developed in accordance with City traffic engineering standards. Staff and the NTC will then develop a traffic calming plan. The plan shall not use structures that reduce connectivity such as traffic diverters.

Step 6 - Test Installation and Evaluation

Following the traffic calming plan development, after notice to the City Council, a test installation will occur for the particular traffic calming device(s) for one month or longer as needed. Measurable traffic calming goals will be established by City staff and the NTC for the proposed devices. Goals will include 85th percentile speed reduction on the subject streets, volume reduction on local streets and minimal secondary traffic impacts. Progress toward these goals will be reviewed during the post-construction evaluation period.

Speed humps included in the traffic calming plan will not be tested since the cost to install and later remove them can not be minimized and data supports speed humps as effective speed control at 25 MPH. The proposed speed hump locations will be marked.

During the test period, the NTC will compile further traffic speed and volume surveys. The test period must provide an adequate time period to evaluate the effectiveness and safety of the traffic calming choices. The test-project evaluation will be completed by City staff and the NTC and will address impacts to the project and area streets, before-and-after speeds, before-and-after traffic volumes, impacts on emergency vehicles and

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other large vehicles, and overall safety. The City of Portland Impact Threshold Curve will be used to evaluate any secondary or unintentional impacts of the traffic calming proposal.

If the NTC and/or City staff is not satisfied with the test results, the plan may be modified and additional testing conducted. Staff would then forward a project proposal to Step 7 if the test results show the proposal is safe and effective and does not violate City codes or policies.

Step 7 - Project Area Ballot

City staff will test support for the project proposal within the project area via a confidential mail ballot. The ballot will include an estimate of the cost to be allocated to the address for each single- or multi-family unit, business or vacant lot. Each single- or multi-family unit, business or vacant lot (property owner or tenant) is entitled to one ballot. To proceed to Step 8, City Council Action at least 60% of the ballots must be returned and at least 70% of the ballots returned must be in favor of the project.

Step 8 - City Council Action

City staff will prepare a report with recommendations for the Urban Services Committee and City Council consideration. The report will outline the process that was followed, the project findings, and the reasons for the traffic calming recommendations. City Council may accept the project, modify the project, reject the project, or request additional information or study.

Step 9 - Design and Construction

Once the City Council approves the project and neighborhood funding is secured, City staff will undertake the design and construction phase of the project. The design standards and typical drawings of the Portland Bureau of Traffic Management will be the guideline followed by staff. The project will typically be installed in one work effort including landscaping, pavement marking and signs as necessary, and the schedule may therefore be weather and workload dependant.

Step 10 - Six-month Evaluation

The project will be monitored for at least six months following construction. Monitoring conducted during that time will include periodic site evaluations by City staff and analysis of the "after" traffic impact data to be gathered by the NTC. The "after" traffic impact data will include traffic speed and volume, re-routed traffic creating secondary impacts on nearby streets, and emergency services vehicle or other large vehicle access. Consideration will also be given to pedestrian and bicycle user-friendliness.

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Staff will prepare a report to the Urban Services Committee on the effectiveness of the project. The staff report will include the results of a second survey of the project area, with results for the residents fronting the project street tabulated separately from the other residents in the project area. The survey will be conducted by confidential City balloting as previously described to assess the neighborhood's satisfaction with the effectiveness of the traffic calming devices to mitigate the negative impacts of traffic. General citizen comments received by the City during the six-month evaluation period will also be included.

The Urban Services Committee will make a recommendation to the City Council to either formally approve permanent installation of the devices, extend of the post-construction evaluation period, modify or remove the devices.

9.07.050 Traffic Calming Device Removal

Traffic calming devices may be removed under the following procedures:

Step 1. Removal Process Initiation

- a. By City Council - By motion, the City Council may initiate the traffic calming removal process.
- b. By neighborhood petition - Signed by > 70% of the current owners of the original requesting neighborhood on the project street(s) with the concurrence of the City Council.

Step 2. Report to Urban Service Committee

The report will include current and historic traffic data (speeds, volume, accidents), a summary of a current survey of the original neighborhood requesting the traffic calming project, and an estimate of the cost to remove the traffic calming devices. The report will be furnished to the Urban Services Committee for consideration.

The survey will be conducted to assess the neighborhood's satisfaction with the effectiveness of the traffic calming devices to improve neighborhood livability, pedestrian and bicycle safety, and the problems that the neighborhood expects to occur, if any, if the traffic calming devices were to be removed. The survey will specifically ask if any modification to the devices, not just removal, would improve performance of the street.

Step 3. City Council Action

The City Council will approve, modify or deny removal of the traffic calming devices.

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Step 4. Removal

If removal is approved, the devices will be removed. All costs will be borne by the City.

9.07.060 Review and Update

This Community Improvement Policy shall be reviewed by the Public Works Director every three years in October and updated as appropriate.